



# **Granite Town Media**

## **Advisory Committee**

### **Meeting Minutes**

3 November 2010

**Present:** Rosie Deloge, Andrew Jeffery, Joe Kasper, Mike McInerney, Tom Schmidt

**Absent:** Frank Corey, Tim Finan, Jose Luna, Len Mannino,

**Guests:**

#### **Call to Order:**

Meeting called to order 6:05 PM

Minutes approved with corrections.

Mike is looking into ways to dress TV monitor and presenter PC wiring in the Board of Selectmen meeting room. It is not feasible to modify the table or drill through the floor. Current plan is to use wire duct to manage cabling. This should cost less than \$100.

Mike is working on an ongoing issue where officials at the front of the Town Hall auditorium are unable to hear presentation. Better microphones for the auditorium are extremely expensive. Mike has had good luck positioning a small fill-in speaker.

The water leak at Town Hall did not do any serious damage to GTM equipment or Mike's office.

Receive quote from EZStream for next year, \$2,495 for two channels. There will be no additional charge when we activate the third channel. Previously the mobile app, needed to stream on handheld devices, was extremely expensive. Price has dropped to only \$300 annually. We have decided to include that capability bringing total annual cost streaming cost to \$2,795. Effective Jan 1 2012 GTM will support streaming media on mobile devices in addition to PCs.

The first installment of \$25,000 from Comcast should arrive within 90 days now that the Cable contract has been renewed. Monies will be placed in the revolving fund.

Mike is the point of contact to obtain new set-top-boxes for TVs in municipal buildings. This is required as Comcast is converting to digital distribution.

Discussed the new logo. Directed Mike to develop two versions, one suitable for TV/web broadcast on one for printed material.

Discussed donating an extra GTM camera to the ATC in exchange for student produced original programs. Mike and Rosie will follow-up.

Mike continues to work in the Policy and Procedure manual. Next meeting will be work session to reviewing and revise the manual so Mike is able to present it to the Select Board.

Discussed GTM bylaws. Joe will follow up with the BoS to determine process by which new members are added. Mike will find the document reference pertaining to the Town's ethics policy, currently this is a placeholder in the bylaws. Once that material is at hand Tom will revise the document for committee approval. At this time no other changes are deemed necessary.

**Upcoming Meeting:**

1 December 2011 Library AV room

**Adjourn:**

Meeting adjourned 7:30 PM

Respectfully submitted: Tom Schmidt